

# MICHIGAN DEPARTMENT OF CORRECTIONS

*"Expecting Excellence Every Day"*

## MEMORANDUM

**DATE:** March 17, 2008

**TO:** MDOC Procurement Agents

**FROM:** Larry Guerrant, Business Manager     *L. Guerrant* (via email)  
Michigan State Industries

**SUBJECT:** MSI Warehouse Relocation – Effective March 31 – April 4, 2008

The MSI Warehouse will be moving into a new warehousing facility during the week of March 31<sup>st</sup> – April 4<sup>th</sup>, 2008. There will be no shipping or deliveries made during this time period, with the exception of potato deliveries which will remain on schedule. Food service deliveries will continue as scheduled. MSI apologizes for any inconvenience this may cause. We appreciate your patience during this time. Scheduled deliveries will resume as normal beginning Friday, April 11<sup>th</sup>.

LG/jr